



**MINUTES  
AUDIT COMMITTEE**

**March 18, 2021, 9:30 AM  
IN THE COUNCIL CHAMBER**

**PRESENT:** Councillor E. Woolley, Chair  
Councillor J. Farkas, Vice-Chair (Remote Participation)  
Councillor D. Colley-Urquhart (Remote Participation)  
Councillor J. Davison (Remote Participation)  
Citizen Representative K. Kim (Remote Participation)  
Citizen Representative M. Lambert (Remote Participation)

**ABSENT:** Citizen Representative L. Caltagirone

**ALSO PRESENT:** Chief Financial Officer C. Male (Remote Participation)  
External Auditor H. Gill (Remote Participation)  
External Auditor T. Nakka (Remote Participation)  
Executive Assistant C. Smillie  
A/City Auditor L. Ormsby (Remote Participation)  
Legislative Advisor D. Williams  
Legislative Advisor A. de Groot

**1. CALL TO ORDER**

Councillor Woolley called the Meeting to order at 9:30 a.m.

**ROLL CALL:**

Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert.

Absent from Roll Call: Citizen Representative Caltagirone

**2. OPENING REMARKS**

Councillor Woolley provided opening remarks.

**3. CONFIRMATION OF AGENDA**

**Moved by** Councillor Farkas

That the Agenda for the 2021 March 18 Regular Meeting of the Audit Committee be confirmed.

**MOTION CARRIED**

4. CONFIRMATION OF MINUTES

4.1 Minutes of the Regular Meeting of the Audit Committee, 2021 February 25

**Moved by** Citizen Representative Kim

That the Minutes of the 2021 February 25 Regular Meeting of the Audit Committee be confirmed.

**MOTION CARRIED**

5. CONSENT AGENDA

5.1 DEFERRALS AND PROCEDURAL REQUESTS

None

5.2 BRIEFINGS

None

6. POSTPONED REPORTS

None

7. ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

7.1 Solutions for Achieving Value and Excellence (SAVE) Program Progress Update (Verbal), AC2021-0333

A presentation entitled "AC2021-0333 Solutions for Achieving Value and Excellence (SAVE) Program Progress Update (Verbal)" was distributed with respect to Report AC2021-0333.

**Moved by** Citizen Representative Lambert

That with respect to Report AC2021-0333 the following be approved:

That the Audit Committee receive the presentation for the Corporate Record.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

7.2 Code of Conduct Annual Report, AC2021-0263

**Moved by** Citizen Representative Kim

That with respect to Report AC2021-0263, the following be approved:

That the Audit Committee receive the report and presentation for the Corporate Record.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

7.3 City Auditor's Office 2020 Annual Report, AC2021-0314

A presentation entitled "1.0 One Calgary Accountability" was distributed with respect to Report AC2021-0314.

Councillor Woolley left the Chair at 10:55 a.m. and Vice-Chair Farkas assumed the Chair.

Councillor Woolley resumed the Chair at 10:57 a.m. and Councillor Farkas returned to his regular seat in Committee.

**Moved by** Citizen Representative Lambert

That with respect to Report AC2021-0314, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record; and
2. Recommend that Council receive this report for the Corporate Record.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

7.4 Data Analytics Program Update, AC2021-0376

**Moved by** Councillor Farkas

That with respect to Report AC2021-0376, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record; and
2. Recommend that Council receive this report for the Corporate Record.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

7.5 Cyber Security Incident Response Follow-up Audit, AC2021-0313

By General Consent, pursuant to Section 6(1) of Procedure Bylaw 35M2017, Committee suspended Section 78(2)(a) of the Procedure Bylaw in order to complete the remainder of the Agenda prior to the lunch recess.

**Moved by Councillor Farkas**

That pursuant to Sections 24 (Advice from officials), and 25 (Disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*, Committee now move into Closed Meeting at 11:28 a.m., in the Council Boardroom, to discuss confidential matters with respect to the following Items:

- 7.5 Cyber Security Incident Response Follow-up Audit, AC2021-0313
- 10.1.1 Progress Update on 2020 City of Calgary Annual Report (Verbal), AC2021-0386
- 10.1.2 Off-Site Levies Update (Verbal), AC2021-0349
- 10.1.3 Audit Forum (Verbal), AC2021-0341
- 10.1.4 External Auditor (Verbal), AC2021-0342
- 10.1.5 City Auditor (Verbal), AC2021-0343

And further, that Trevor Nakka, Harman Gill, Erica Vervoort, and Ivana Cvitanusic, External Auditors (Deloitte LLP), be invited to attend the Closed Meeting.

**MOTION CARRIED**

Committee reconvened in Public Meeting at 12:16 p.m. with Councillor Woolley in the Chair.

**Moved by Councillor Colley-Urquhart**

That Committee rise and report.

**MOTION CARRIED**

People in attendance during the Closed Meeting discussions with respect to Report AC2021-0313:

Clerks: D. Williams and A. Degrood. City Manager: D. Duckworth. Advice: C. Male, G. Wiebe, L. Tochor, C. Smillie, A. Cohen, G. Dube, B. Labrenz, P. Lewis, L. Ormsby, E. Otte, and D. Mercer. External: I. Cvitanusic, H. Gill, T. Nakka, and E. Vervoort.

**Moved by Citizen Representative Lambert**

That with respect to Report AC2021-0313, the following be approved:

That the Audit Committee:

1. Receive this report for the Corporate Record;
2. Recommend that Council receive this report for the Corporate Record; and
3. Direct that Attachment 1 remain confidential pursuant to Sections 20 (Disclosure harmful to law enforcement) of the Freedom of Information and Protection of Privacy Act, to be reviewed 2036 March 31.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

8. ITEMS DIRECTLY TO COMMITTEE

8.1 REFERRED REPORTS

None

8.2 NOTICE(S) OF MOTION

None

9. URGENT BUSINESS

None

10. CONFIDENTIAL ITEMS

10.1 ITEMS FROM OFFICERS, ADMINISTRATION AND COMMITTEES

10.1.1 Progress Update on 2020 City of Calgary Annual Report (Verbal), AC2021-0386

People in attendance during the Closed Meeting discussions with respect to Report AC2021-0386:

Clerks: D. Williams and A. Degrood. City Manager: D. Duckworth. Advice: C. Smillie, C. Male, L. Omsby, L. Tochor, and G. Wiebe. External: I. Cvitanusic, T. Nakka, H. Gill, and E. Vervoort.

**Moved by** Citizen Representative Kim

That with respect to Report AC2021-0386, the following be approved:

That the Audit Committee direct that the Closed Meeting discussions be held confidential pursuant to Sections 24 (Advice from officials) and 25 (Disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

10.1.2 Off-Site Levies Update (Verbal), AC2021-0349

People in attendance during the Closed Meeting discussions with respect to Report AC2021-0349:

Clerks: D. Williams and A. Degrood. City Manager: D. Duckworth. Advice: C. Smillie, C. Male, L. Ormsby, L. Tochor, and G. Wiebe. External: I. Cvitanusic, T. Nakka, H. Gill, and E. Vervoort.

**Moved by** Councillor Colley-Urquhart

That with respect to Report AC2021-0386, the following be approved:

That the Audit Committee direct that the Closed Meeting discussions be held confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

10.1.3 Audit Forum (Verbal), AC2021-0341

People in attendance during the Closed Meeting discussions with respect to Report AC2021-0341:

Clerks: D. Williams and A. Degrood. City Manager: D. Duckworth. Advice: C. Male, L. Ormsby, C. Smillie, L. Tochor, G. Wiebe. External: I. Cvitanusic, T. Nakka, E. Vervoort, and H. Gill.

**Moved by** Citizen Representative Kim

That with respect to Report AC2021-0341, the following be approved:

That the Audit Committee direct that the Closed Meeting discussions be held confidential pursuant to Sections 24 (Advice from officials) and 25 (Disclosure harmful to economic and other interests of a public body) of the *Freedom of Information and Protection of Privacy Act*.

For: (6): Councillor Woolley, Councillor Farkas, Councillor Colley-Urquhart, Councillor Davison, Citizen Representative Kim, and Citizen Representative Lambert

**MOTION CARRIED**

10.1.4 External Auditor (Verbal), AC2021-0342

No report given.

10.1.5 City Auditor (Verbal), AC2021-0343

No report given.

10.2 URGENT BUSINESS

None

11. ADJOURNMENT

**Moved by** Councillor Farkas

That this meeting adjourn at 12:22 p.m.

**MOTION CARRIED**

The following items have been forwarded to the 2021 April 12 Combined Meeting of Council:

**CONSENT**

- City Auditor's Office 2020 Annual Report, AC2021-0314
- Data Analytics Program Update, AC2021-0376
- Cyber Security Incident Response Follow-up Audit, AC2021-0313

The next Regular Meeting of the Audit Committee is scheduled to be held on 2021 April 20 at 8:30 a.m.

**CONFIRMED BY COMMITTEE ON**

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CHAIR

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ACTING CITY CLERK